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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

27 June 1956

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Deputy Director (Support)
Assistant Deputy Director (Support)
General Counsel
Director of Communications
Comptroller
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff
Special Support Assistant to the DD/S
Chief, Project Administrative Planning Staff
Assistant for Administration, DD/I
Legislative Counsel

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DDS Chrono & Subj: Meetings

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STAFF MEETING

27 June 1956

25X1A 1. Colonel White opened the meeting by advising the staff that starting at 4 a.m., E.D.T., today and ending at 4 p.m., E.D.T., tomorrow an anti-jamming exercise is being carried out in the Pacific by the Department of the Army. Cables except those bearing the precedence "operational immediate" will be delayed, but offices are not to use this precedence unless absolutely essential.

2. Colonel White called the group's attention to Notice No. [REDACTED] "Dismissal of Personnel due to Excessive Heat," and referred specifically to paragraph 2.c. which states that the Director of Security, consistent with security, may have guards open the windows before official workhours. Since most of our offices are air conditioned Colonel White believed it would be more appropriate to have the guards turn on the air conditioners at a specified time in the morning. He requested [REDACTED] 25X1A9a to look into this matter.

25X1A9a 3. Colonel White advised [REDACTED] that he had found the statistical report submitted by Security very meaningful and helpful to him and cited this report as the kind of report he felt was needed, i.e., one that was kept brief and used proper graphic illustrations as opposed to a long narrative report.

4. Colonel White announced that a revised procedure for the processing of regulatory material within the Support Services would be issued within a few days. He advised that this procedure was designed to strengthen our coordination machinery and to reduce the amount of time involved in getting regulations published.

5. Colonel White called the group's attention to a report entitled, "Administrative Management of the Department of State," prepared by the International Operations Subcommittee (a subcommittee of the House Committee on Government Operations). He suggested that office heads read this report which can be obtained through the office of the Legislative Counsel. 25X1A

25X1A9a 6. Colonel White advised [REDACTED] that the letter to the Secretary of Defense concerning the transfer of [REDACTED] had been signed by the Director, and that he would notify [REDACTED] of this action. 25X1A6a

7. Colonel White advised Mr. Baird, Director of Training, that at a recent Director's Staff Meeting, Mr. Dulles said he would like to have a group discussion on OTR's proposal to establish a school on Communism. Colonel White suggested that OTR distribute copies of the proposal to DD/P and other components for review prior to the group discussion. Colonel White stated that the few comments made at the Director's meeting on the

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proposal hinged around the question as to whether CIA should undertake the responsibility of establishing such a school or if it might not be better to have some other agency assigned the task.

8. Colonel White said he had briefed the Director on the [REDACTED] situation and discussed specifically certain questions which had been raised concerning shortage of personnel there.

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9. [REDACTED] Chief, Management Staff, advised the group that Agency regulatory material of direct interest to all employees is not reaching them - evidently because of faulty distribution. Colonel White said he thought it would be worthwhile to place this subject on the Agenda of the next Senior Staff Meeting. The matter will also be taken up at the next Administrative Officers' Meeting conducted by the Special Support Assistant to the DD/S.

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10. Colonel White advised the group that this would be the last staff meeting for [REDACTED] as he is leaving the Agency on 29 June to join the staff of his Alma Mater, Valparaiso University, Valparaiso, Indiana. Colonel White paid high tribute to Bob and said that his loss would be keenly felt by the Agency.

25X1A9a

11. Colonel White advised the group that Operation Alert 1956 would be conducted during the period 20-26 July. He called upon [REDACTED] Special Planning Assistant, to give a run down of the various details and problems involved in planning for this exercise. [REDACTED] pointed out that the exercise consisted of two basic segments:

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a. A contemplated evacuation exercise (which might be cancelled) and

b. A 7-day readiness and relocation test.

The Office of Defense Mobilization will be in charge of the exercise which is designed to test each agency's relocation site and its readiness in the event of a nuclear attack. DD/I, DD/P, and DD/S are to submit lists of those personnel who will participate in the exercise. Because of the various administrative details that have to be worked out, no changes in any lists submitted can be made after 17 July. Colonel White requested that any changes in the DD/S list be made by next Monday (2 July). Mr. [REDACTED] advised the group that an extensive paper including administrative details and instructions for those personnel participating in the exercise will be published at an early date. Colonel White commented on the security aspects of this exercise and said he thought it important that all personnel remain as close to the site as possible. Dr. Tietjen raised the problem of keeping an exercise of this kind (simulated) going for an entire week without lagging and suggested that the matter of recreation be given some thought. A general discussion brought out the fact that due to limited facilities any planned recreational program would probably have to be limited to nightly movies.

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12. The meeting adjourned at 11:55 a.m.

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